

ETHICAL FUNDRAISING POLICY

Policy Category: Financial Management
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Responsible Person: OFI Board

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Introduction

One Foundation International (OFI) is committed to conducting all fundraising activities with integrity, transparency, and respect for our supporters, partners, and the wider community.

This policy applies to all Board members, staff (permanent, casual, and contract), and volunteers involved in any fundraising activity undertaken on behalf of One Foundation.

Purpose

The purpose of this policy is to define OFI's ethical standards and expectations in all fundraising practices and ensure compliance with relevant legislation, codes, and community expectations.

Policy

Our guiding principle is simple:

We will only use fundraising methods we would be comfortable having used on ourselves.

OFI commits to the following:

- **Legal Compliance:** All fundraising activities must comply with relevant Commonwealth, State, and Territory laws, including charitable fundraising regulations and the Australian Consumer Law (ACL).
- **Regulatory Standards:** OFI will comply with all relevant ACNC governance standards and any state or territory fundraising licensing requirements applicable to its activities.
- **Truthfulness and Transparency:** All communications with the public will be honest, accurate, and respectful - never deceptive, coercive, or misleading.
- **Use of Funds:** All funds raised will be used solely for the stated purpose of the appeal and aligned with One Foundation's mission and strategic objectives.
- **Privacy and Data Protection:** All personal information will be handled in accordance with the *Privacy Act 1988 (Cth)* and the *Australian Privacy Principles (APPs)*. Personal data will not be sold, shared, or disclosed without consent.
- **Donor Rights and Respectful Engagement:** OFI respects the rights of donors to be informed of the organisation's mission, to have their donations used for the purpose for which they were given, to receive appropriate acknowledgement, and to discontinue communications at any time.
- **Integrity and Accountability:** No person acting for or on behalf of OFI may receive commissions, bonuses, or any form of personal benefit from fundraising activities.
- **Appropriate Methods:**

- **Ethical Partnerships:** Donations and sponsorships will be considered on a case-by-case basis, ensuring alignment with OFI's values. Support from individuals or entities whose activities conflict with these values may be declined.

ETHICAL FUNDRAISING PROCEDURES

Procedures

- **Approval:** All fundraising activities require prior approval from the Board and must be recorded in meeting minutes.
- **Oversight:** A Fundraising Subcommittee may be appointed to oversee major fundraising initiatives and report regularly to the Board.
- **Risk Assessment:** A budget and risk assessment must be prepared before undertaking any fundraising activity that may present financial, legal, or reputational risk to OFI.
- **Financial Accountability:** Accurate records must be maintained for all income and expenditure related to fundraising activities in accordance with OFI's financial governance policies and procedures.
- **Donor Acknowledgement and Stewardship:** All donations will be acknowledged promptly and accurately, with receipts issued in compliance with relevant tax legislation. Records of donor communications will be maintained in accordance with OFI's *Data Retention and Privacy Policy*.

Responsibilities

- The **Board** is responsible for approving, implementing, and reviewing this policy.
- All **staff and volunteers** must ensure that fundraising activities are conducted ethically and in compliance with this policy.
- The **Fundraising Subcommittee**, where established, provides ongoing oversight and reports to the Board.

Review

This policy will be reviewed every two years, or earlier if required by changes in legislation, regulatory guidance, or organisational priorities.

Any proposed amendments must be approved by the Board and recorded in meeting minutes.

Related Documents

- Board Fundraising Policy
- Gifts & Bequests Investment Policy
- Data Retention and Privacy Policy
- Communication Protocol Policy

AUTHORISATION



Michael Chant
Interim Board Chair

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